



*Training Course:  
Effective Performance Management*

*19 - 23 October 2026  
Madrid (Spain)*

## Training Course: Effective Performance Management

Training Course code: MA1139 From: 19 - 23 October 2026 Venue: Madrid (Spain) - Training Course Fees: 5775 € Euro

### Introduction

In today's results-driven environment, organizations must ensure that individual and team performance is aligned with strategic objectives. Effective performance management is essential for driving productivity, improving accountability, and achieving sustainable organizational success.

This program, developed by [Global Horizon Training Center](#), provides participants with practical tools and frameworks to design, implement, and manage performance systems that deliver measurable results. It focuses on setting clear expectations, monitoring performance, providing constructive feedback, and fostering a culture of continuous improvement.

Participants will gain the skills needed to manage performance effectively, motivate employees, and enhance organizational efficiency through structured performance management practices.

### Course Objectives

By the end of this program, participants will be able to:

- Understand the principles of performance management
- Align individual and team performance with organizational goals
- Set clear objectives and performance standards
- Apply performance measurement tools and KPIs
- Conduct effective performance reviews and appraisals
- Provide constructive feedback and coaching
- Address performance gaps and improve productivity
- Foster a culture of accountability and continuous improvement

### Target Audience

This program is designed for:

- Managers and Supervisors
- Team Leaders and Department Heads
- HR and Performance Management Professionals
- Project and Program Managers
- Organizational Development Specialists
- Public Sector and Government Employees
- Professionals responsible for monitoring and improving performance

## Outline

### Day 1: Foundations of Performance Management

- Introduction to Performance Management Concepts
- The Performance Management Cycle
- Aligning Performance with Organizational Strategy
- Roles and Responsibilities of Managers
- Setting Performance Expectations
- Case Studies on Performance Systems

### Day 2: Goal Setting and KPI Development

- Setting SMART Objectives
- Developing Key Performance Indicators KPIs
- Linking KPIs to Strategic Goals
- Performance Standards and Benchmarks
- Cascading Goals Across the Organization
- Avoiding Common KPI Pitfalls

### Day 3: Monitoring and Measuring Performance

- Tracking and Monitoring Performance
- Using Performance Dashboards and Reports
- Data Collection and Analysis
- Identifying Performance Gaps
- Continuous Feedback Mechanisms
- Mid-Year Reviews and Adjustments

### Day 4: Performance Appraisal and Coaching

- Conducting Effective Performance Appraisals
- Providing Constructive Feedback
- Coaching and Mentoring Techniques
- Handling Underperformance
- Managing High Performers
- Building Employee Engagement

### Day 5: Improving and Sustaining Performance

- Performance Improvement Plans PIPs
- Continuous Improvement Frameworks
- Linking Performance to Rewards and Recognition
- Managing Change and Performance Culture
- Evaluating Performance Management Systems
- Developing Action Plans for Performance Excellence

## Registration form on the Training Course: Effective Performance Management

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
or training@gh4t.com

Complete & return the  
booking form with cheque  
to: Global Horizon  
3 Oudai street, Aldouki,  
Giza, Giza Governorate,  
Egypt.